

RELOCATION / PERMANENT CHANGE OF STATION (PCS) - Enduring DFAS Site Resources & FAQ's -

Frequently Asked Questions

HOUSING

Question 1. What expenses are paid during an authorized Permanent Change of Station?

Answer –

Employees may be entitled to reimbursement for the following expenses:

- **House hunting trip (HHT)** -- HHT is a discretionary allowance granted when circumstances indicate that such a trip is necessary or when the trip will prove to be economical for the government. Employees may be authorized a house hunting trip in conjunction with PCS moves, as long as the new and old duty stations are within the United States and the distance between the old and new duty stations are 75 or more miles apart. The house hunting trip may not exceed 10 days.
- **Temporary Quarters Subsistence Expense (TQSE)** -- TQSE is a discretionary allowance intended to reimburse employees for reasonable subsistence expenses incurred when the employee's dependents must occupy temporary quarters. Employees will normally be authorized 60 days of TQSE. If employees take a house hunting trip, the days spent house hunting will be subtracted from the TQSE entitlement. For example, if the employee takes five days house hunting, they will be authorized 55 days of TQSE. During the period employees occupy temporary quarters (associated with the move); the government will reimburse food, lodging and incidental expenses incurred.
- **Real Estate** -- If employees own a home, the government will assist in paying costs associated with selling it in conjunction with an authorized PCS move. The government will also reimburse employees for expenses if they buy a home at a new duty location. Reimbursement will be limited to amounts customarily charged in the locality where the transaction takes place.
- **Household Goods** -- The government provides for transportation of furniture and other personal belongings. The maximum weight of household goods and personal effects that may be transported or stored is 18,000 pounds. Employees are also authorized up to 90 days of temporary storage of their household goods, in conjunction with the move. Temporary storage is short-term storage that is part of HHG transportation.
- **Miscellaneous Expenses** -- A miscellaneous expense allowance is paid to an employee in order to defray various costs associated with discontinuing residence at one location in connection with a permanent change of station.
- **Enroute Travel to new Permanent Duty Station** -- Transportation expenses will be paid for one, one-way trip, for the employee and immediate family members.

The Permanent Duty Travel (PDT) information package has now been posted on the DFAS ePortal -- Human Resources, Transitions, PCS/Relocation.

http://eportal-pubcontent.dfas.mil:7126/publishedcontent/publish/transition_tasks/pdtinformation.pdf

Question 2. Will DFAS assist in selling your home? Will DFAS pay real estate fees?

Answer –

Employees may be reimbursed for certain expenses incurred in the sale of their residence at the old duty station and purchase of a residence at the new station. Reimbursement for real estate expenses is based on a determination of what is reasonable and customary at the location of the sales and/or the purchase. Reimbursable costs may include broker's fees, or real estate commissions for the sale but not the purchase of a residence, certain advertising and selling expenses, and certain legal and related costs. There are also a variety of miscellaneous expenses associated with the sale or purchase of a residence that may be reimbursed. Some examples are FHA or VA loan application, loan origination fees, cost of preparing credit reports, mortgage and transfer taxes, state revenue stamps and mortgage title insurance policies when required by the lender.

Certain costs are not reimbursable. For example, insurance purchased for the protection of the employee such as owner's title insurance policies, property taxes, interests on loan points and mortgage discounts and VA funding fees cannot be reimbursed. There are also some costs which realtors may consider customary, but which the government will not reimburse in any case.

Volume 2 of the Joint Travel Regulations, provides the regulations regarding reimbursement for real estate expenses. You can access the JTR at the following link:

<https://secureapp2.hqda.pentagon.mil/perdiem/trvlregs.html>.

Question 3. Will DFAS buy your home if it does not sell?

Answer –

A PCS Policy that was signed by Mr. Gaddy, dated July 29, 2005, can be found at <https://eportal.dfas.mil/content/Employee%20Services/DFAS%20Employment/pcsMemo.pdf> on the ePortal. This guidance addresses the Defense National Relocation Services Program, which is designed to assist eligible and authorized employees to relocate from one duty station to another.

Relocation Services (not to be confused with your PCS entitlements) include the Guaranteed Home Sale, the Home Marketing Incentive Payment, and Property Management services. The Guaranteed Home Sale offers an optional alternative to the PCS real estate reimbursement process for those employees who must sell their primary residence. The relocation services contract benefits you by guaranteeing an offer to purchase your primary residence at fair market value. The Home Marketing Incentive Payment is a payment an agency makes to a transferred employee to encourage the employee to independently and aggressively market his/her residence and find a bona fide buyer.

Relocation services are not an entitlement and must be authorized, on a case-by-case basis by a Corporate Director, Business Line Executive, or Client Executive based on the following guidelines. The use of these services may be authorized for GS-15s and above in the Washington D.C. area and GS-13s and above in field activities (which would include KC). To receive an exception to this policy, employees must demonstrate hardship. Hardship requests should include the amount of time a home has been for sale, a description of the hardship incurred, and the sales approach used, e.g., advertisements, lowered price. Requests for exception will be considered once a home has been on the market for a minimum of 180 days.

RETIREMENT

Question 4. How does one find out how much money they have contributed to either their CSRS or FERS retirement account over the years?

Answer –

Your current LES shows the retirement deduction taken from your pay since your last payroll office change. This is shown under "cumulative retirement." OPM has recorded all of your retirement deductions before your last payroll office change. To find out how much is in your CSRS/FERS account you need to add the amount on your LES under "Cumulative Retirement" to the amount that OPM gives you as your total retirement deductions. You can call OPM at 724-794-2005 to find out your total retirement deductions. Or, a better suggestion is to fax your request to 724-794-1351. Information to include is: Any and all names you have used over the years (i.e., maiden/married, etc.); which retirement system you are enrolled in (i.e., CSRS/FERS); date of birth; social security number; and if you are requesting copies for your files, the fax number or mailing address to have the information sent. You should allow 2 to 3 weeks for a reply.

PLACEMENT PROGRAMS

Question 5. When will DFAS-KC be afforded the opportunity to be placed on the programs that Zack Gaddy mentioned in his message on the ePortal in March?

Answer –

Generally the HR Teams are visiting the closing sites approximately 6 months prior to closure. So, according to our current schedule, they would visit DFAS-KC in the February 2008 timeframe. It is at this point that the employees will be counseled for placement on the Priority Placement Program and will begin the process for receiving notices for eligibility for ICTAP. We are currently coordinating with the State of Missouri, the Full Employment Council and other federal agencies to enlist their assistance in providing placements or transition services for our employees.

VERA/VSIP

Question 6. Is VERA/VSIP still going to be an option for those individuals who choose not to relocate?

Answer -

Yes, VERA/VSIP will be offered prior to closing.

Resources

1. Pamphlet For Civilian Permanent Duty Travel

U.S. Defense Finance and Accounting Services

<https://dfas4dod.dfas.mil/centers/dfasco/customer/travel/pam2rev06.pdf>

2. Joint Travel Regulation

U.S. Department of Defense

<https://secureapp2.hqda.pentagon.mil/perdiem/trvlregs.html>

3. Enduring Site Information:

Cleveland, Ohio.

<http://www.ohiocities.com/clevechambers.htm>

Cleveland Demographics:

https://eportal.dfas.mil/webtop/wdk/theme/documentum/icons/format/f_msw8_16.gif

Cleveland, It'll Surprise You!

www.clevelandsurprise.com

Columbus, Ohio.

<http://www.columbus.org>

Indianapolis, Indiana.

<http://www.indychamber.com>

Limestone, Maine.

<http://www.limestonemaine.org/welcome/page5.htm>

Limestone Bound

(page on DFAS Limestone ePortal Community)

https://eportal.dfas.mil/portal/server.pt?space=CommunityPage&cached=true&parentname=CommunityPage&parentid=25&in_hi_userid=145502&control=SetCommunity&CommunityID=434&PageID=1334

Northern Maine Development Commission

(provides comprehensive information about the area) <http://www.dfaslimestone.org>

Rome, New York.

<http://www.romechamber.com>
